

**ESSEXVILLE CITY COUNCIL  
REGULAR MEETING  
NOVEMBER 20, 2023 7:00 PM  
CITY COUNCIL CHAMBERS**

Mayor Scott Wittbrodt called the REGULAR AND ORGANIZATIONAL MEETING of the Essexville City Council held on November 20, 2023 to order at 7:00 PM.

City Councilmember Robert Mantei led the Pledge of Allegiance.

**ROLL CALL**

The following City Council Members were present at the meeting: Jack Covieo, Jennifer Gradowski, Robert Mantei, Dennis Rondeau, Todd Wendt and Mayor Scott Wittbrodt.

ABSENT: Jennifer Gradowski

**APPROVAL OF AGENDA**

Gradowski, Covieo:

**Resolved the agenda be approved as amended. (Start time was changed from 7:00 pm to 6:00 p.m.)**

YES: Gradowski, Covieo, Mantei, Rondeau, Wendt, Wittbrodt

Motion Carried

ABSENT: Hughes

**CONSENT AGENDA**

Wendt, Mantei:

- A. Resolved; City Council hereby approves the minutes of its November 20, 2023 regular and organizational meeting, said minutes prepared by the City Clerk and submitted for the City Council's consideration at its December 12, 2023 regular meeting.**
- B. Resolved; pursuant to the City Code, the City Council hereby confirms the City Manager's reappointment of William Hydorn, Jim Hages, and Sandra Koglin as member's and Kimberly Grew as an alternate member to the Board of Review to a three year term effective January 1, 2024 through December 31, 2026.**
- C. Resolved; pursuant to the City Code and law, the City Council hereby confirms the City Manager's reappointment of William Hydorn and Kristin Richard to the Downtown Development Authority to a four year term effective January 1, 2024 through December 31, 2027.**
- D. Resolved that following appointments are made to the Board of Zoning Appeals; Brandon Kulhanek and Jerome Reinke are appointed to a three year term to be effective January 1, 2024 through December 31, 2026.**
- E. Resolved; pursuant to applicable law and its own policy, the City Council authorizes the Board of Review for the City of Essexville to consider and grant, where appropriate, requests for exemptions from taxation of real property for homesteads of persons in poverty based on the federal income and poverty guidelines for the year 2024.**

YES: Wendt, Mantei, Covieo, Gradowski, Rondeau, Wittbrodt

Motion Carried

ABSENT: Hughes

**PRESENTATIONS**

Councilmember Gradowski dedicated a pen and ink of the Essexville fire barn created by Michael Hollister, commissioned and donated by James and Margaret Navarre Miller.

**CITIZEN INPUT**

The following citizens addressed the Council:

None

## **COUNTY COMMISSIONER'S REPORT**

Mr. Dennis Poirier, County Commissioner, updated the council on business at Bay County and took questions from the council.

## **COMMITTEE REPORTS**

### **FINANCE COMMITTEE**

#### **PAYMENT OF BILLS**

Rondeau, Covieo:

**Resolved; that expense vouchers 36 totaling \$103,021.66 and payroll voucher 37 through 42 totaling \$75,001.49 for a grand total of \$178,023.15 paid as stated.**

YES: Rondeau, Covieo, Gradowski, Mantei, Wendt, Wittbrodt

Motion Carried

ABSENT: Hughes

### **LEGISLATIVE COMMITTEE**

Councilmember Mantei had no report.

### **MUNICIPAL RELATIONS COMMITTEE**

Councilmember Wendt had no report.

### **PARKS AND RECREATION COMMITTEE**

City Manager Goulet reported the Christmas tree will be placed in Smith Park soon.

### **PUBLIC IMPROVEMENT COMMITTEE**

Councilmember Covieo had no report.

### **PUBLIC RELATIONS COMMITTEE**

Councilmember Gradowski was not in attendance, there was no report.

### **UTILITY AND SPECIAL COMMITTEE**

Councilmember Rondeau had no report.

### **PLANNING COMMISSION**

No meeting, no report.

### **DOWNTOWN DEVELOPMENT AUTHORITY**

No meeting, no report.

### **MAYOR'S REPORT**

Mayor Wittbrodt reported on the following:

- The Christmas luncheon will be held on Friday, December 15<sup>th</sup> at noon.
- City manager evaluation is fast approaching, forms will be included in the December packets
- Christmas tree lighting ceremony will be December 1<sup>st</sup>
- Wished everyone a Happy Thanksgiving.

### **CITY MANAGER'S REPORT**

City Manager, Craig Goulet, reported on the following:

- Christmas tree lighting ceremony
- Thanked City Clerk Sarah and Deputy Clerk Yvonne for a successful November election.

- Crossing guard
- Announced Brian Westphal as the new public safety officer
- Congratulated the Cramer Middle School robotics team
- Updated the council on code enforcement
- Wished everyone a happy and safe Thanksgiving
- Answered questions from the council.

## **PUBLIC HEARING(S)**

None

## **UNFINISHED BUSINESS**

None

## **NEW BUSINESS**

CONSIDERATION OF APPROVING THE ADDITION OF DELINQUENT UTILITY BILLS TO THE 2023 WINTER TAX ROLL.

Gradowski, Wendt:

**Resolved; as set forth in the City Manager's communication to the City Council on this subject dated November 13, 2023; these special assessments are authorized to be added to the 2023 winter tax roll by the City Treasurer.**

YES: Gradowski, Wendt, Covio, Mantei, Rondeau, Wittbrodt

Motion Carried

ABSENT: Hughes

CONSIDERATION OF ENTERING INTO AN AGREEMENT WITH RONDA MROCK-PARKS FOR SERVICES AS ASSESSOR FOR THE CITY OF ESSEXVILLE.

Wendt, Covio:

**Resolved, that Ronda Mrock-Parks will provide services as Assessor for the City of Essexville, effective November 21, 2023.**

YES: Wendt, Covio, Hughes, Mantei, Rondeau, Wittbrodt

Motion Carried

ABSENT: Hughes

CONSIDERATION OF AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH APPLICANTS OF HIS CHOOSING FOR PURPOSE OF THE RECRUITMENT OF FIRE FIGHTERS FOR THE CITY.

Wendt, Gradowski:

**It is resolved, that the City Manager is authorized to enter into the attached agreement with applicants of his choosing for purpose of the recruitment of fire fighters for the City and the expenditure of the City's funds stated within it to do so and would be retroactive for the 2023 calendar year.**

YES: Wendt, Gradowski, Covio, Mantei, Rondeau, Wittbrodt

Motion Carried

ABSENT: Hughes

## **INFORMATIONAL COMMUNICATIONS**

None

## **CITIZEN INPUT**

The following citizens addressed the Council:

Robert Mantei, 535 Gateway Place

Paul Junge, 17195 Silver Parkway #408, Fenton, Michigan

## **EXECUTIVE SESSION**

None

**ADJOURNMENT**

Wendt, Covieo:

**Resolved; that the meeting be adjourned.**

YES: Unanimous voice vote

ABSENT: Hughes

The meeting adjourned at 7:01 p.m.

Motion Carried

Scott Wittbrodt  
Mayor

---

Sarah Wilcox  
City Clerk

---